

Academic Credit System

The College of Applied Sciences Užice offers study programmes at two levels of studies. The first level includes:

1. undergraduate vocational studies, lasting 3 years and granting 180 ECTS credits
2. specialist vocational studies, lasting 1 year and granting 60 ECTS credits

The second level includes:

1. master's vocational studies, lasting 2 years and granting 120 ECTS credits.

In compliance with the Bologna Declaration and in order to make courses studies more transparent, the College of Applied Sciences Užice uses the European Credit Transfer and Accumulation System, a student-centered system based on student workload required to achieve expected learning outcomes and aimed at increasing their transparency and validation.

60 ECTS credits are allocated to the learning outcomes and associated workload of a full-time academic year. The number of ECTS credits per semester is 30.

Earning outcomes are statements of what a student knows, understands and is able to do on completion of a learning process.

Workload is an estimation of the time a student typically needs to complete all learning activities, such as lectures, seminars, practical work, work placements and individual study, required to achieve the defined learning outcomes in formal learning environments. Given the fact that one semester at most HEIs in Serbia lasts 22.5 weeks (15 working weeks + exams + holidays) and taking into consideration the eight-hour 'working time' of students five days a week, the total workload of a student per academic year is $22.5 \times 8 \times 5 = 1,800$ hours. This means that 1 ECTS credit corresponds to 30 hours of work.

Our institution uses the following methodology to allocate ECTS credits to the different course elements:

1. Class load: the number of classes per week (lectures + practical classes) x 15
2. Preparation for the exam: the number of classes per week (lectures and practical classes) x 15 x 1.5
3. Pre-exam/preliminary tests: number of pre-exam tests x 2 classes
4. Time needed for the preparation of graphic works: the number of graphic works x 15 classes
5. Time needed for the preparation of seminar papers: the number of seminar papers x 15 classes
6. Time needed to do the test: the number of tests x 1 class
7. Time needed to perform homework assignments: number of assignments x 10 classes
8. The duration of the oral or written exam: 4 classes

For example: A course with a workload of 2 lectures + 2 practical classes, 1 graphic work, 1 seminar paper and oral exam:

ECTS credits: $(2+2) \times 15 + (2+2) \times 15 \times 1.5 + 15 + 1 \times 15 + 4 = 60 + 90 + 15 + 15 + 4 = 184 : 30 = 6.13 = 6$ ECTS credits

***ECTS credits are expressed as whole numbers. Decimals are rounded in the following way: if the digit in the tenths' place is lower than 5, the number is rounded down, and if it is higher than 5, the number is rounded up.

We also have a precise methodology developed for practical classes, as well as for practical placement of our students enrolled in specialist and master's programmes:

1) Practical classes

- Practical work: Number of practical classes x 15 classes
(e.g. Number of practical classes $0 + 4 = 4 \times 15 = 60$ classes)
 - Preparation – keeping a diary: 1 class per week x 15 weeks = 15 classes
 - Exam duration: 4 classes
- Total: 79 classes : 30 = 3 ECTS credits

2) Practical placement of students enrolled in specialist degree studies

- Practical placement: 7.5 classes of practical placement per week including the preparation and keeping a diary x 10 weeks = 75 classes
 - Checking students' diaries = 4 classes
- Total: 79 classes : 30 = 3 ECTS credits
- Practical placement at the specialist degree studies is assessed using descriptive grades – 'passed' or 'failed'

3) Practical placement of students enrolled in master's degree studies

- Practical placement: 8 classes of practical placement per week x 15 weeks = 120 classes
 - Checking students' diaries = 2 classes a day x 15 weeks = 30 classes
- Total: 154 classes : 30 = 5 ECTS credits
- Practical placement at master's degree studies is assessed using descriptive grades – 'passed' or 'failed'

4) Final thesis

- Research work including the preparation for the research: 6 classes x 37 days \approx 220 classes
 - Exam duration/thesis defense = 4 classes
- Total: 224 : 30 = 7 ECTS credits

5) Master's thesis

- Research work including the preparation for the research: 6 classes x 40 days = 240 classes
 - Exam duration/thesis defense = 4 classes
- Total: 240 : 30 = 8 ECTS credits

*** ECTS credits are expressed as whole numbers. Decimals are rounded in the following way: if the digit in the tenths' place is lower than 5, the number is rounded down, and if it is higher than 5, the number is rounded up.

Knowledge evaluation

The success of a student in mastering a course is continuously evaluated and it is expressed in points. It is based on pre-examination activities and the exam. Students earn a

certain number of points for each activity(active participation during lectures/practical classes, colloquia, seminar papers, practical placements, etc).

The maximum number of points students can earn per course is 100 points. The minimum number of points that has to be earned through the completion of pre-exam obligations is 30, and the maximum is 70 points.

Students' success at an exam is evaluated using grades from 5 (failed) to 10 (excellent).

Grading scale

Grade		Points
10	excellent	91-100
9	exceptionally good	81-90
8	very good	71-80
7	good	61-70
6	sufficient	51-60
5	insufficient	failed